



**President's Research Grant
(PRG)
FY2027 Competition**

Request for Proposals

**Electronic Submissions Due in InfoReady:
January 20th, 2026, 5:00 p.m.**

FY 2027 Application Submission:

<https://nova.infoready4.com>

Click on "President's Research Grant" under Open Funding Opportunities to apply

For more information, please visit [the PRG website](#)

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2 INTRODUCTION

The mission of Nova Southeastern University - a selective, doctoral research university - is to deliver innovative academic programs in a dynamic, lifelong learning and research environment fostering integrity, academic excellence, leadership, and community service through engaged students, faculty, and staff.

In 1999, in support of the University's mission, and to recognize and support NSU faculty in their research endeavors, President Ray Ferrero, Jr. initiated the program now known as the President's Research Grant (PRG), formerly known as the President's Faculty Research and Development Grant (PFRDG). From the beginning, the NSU Board of Trustees allocated \$2,000,000 to sustain PRG, which is now entering its twenty-seventh application cycle.

PRG directly supports the President's strategic priorities by providing seed money for new research areas for which external funding will be sought, or to move current research initiatives to new levels of competitiveness for external funding. Because PRG leverages significant university resources to grow externally funded research activities, the program receives a considerable level of attention and support from the University's administration. A secondary PRG track supports a small number of scholarly research awards that contribute to general knowledge of the discipline, but for which external funding is not a likely or expected outcome.

In the history of the PRG program, the university has invested \$7.2 million in support of faculty research and scholarship. Recently funded studies include:

- *AI-Integrated 3D Soft Robotic Heart Simulator*
- *Spatial Transcriptomics of Mouse Melanoma Tumors Treated with Spliceosomal Modulators*
- *Tracking a Changing Arctic Through Heavy Metal Partitioning: An Innovative Use of Bowhead Whales*

PRG projects not only improve societal knowledge but also engage the NSU community in research and scholarship, enhance students' academic experiences, and foster faculty members' pursuits of externally funded research.

For more information about PRG, please refer to [the PRG website](#) and the contact information provided on page 13 of these guidelines.

3 IMPLEMENTATION TIMELINE

The FY2027 President's Research Grant (PRG) implementation timeline is as follows:

- **January 20th 2026:** Electronic proposals submitted in InfoReady by 5:00 p.m. EST
- **January 23rd 2026:** Screening completed for routing to reviewers
- **April 10th, 2026:** Ratings submitted by review panels to the OSP
- **Early May, 2026:** Final award selections made by the President
- **Late May, 2026:** Notification letters sent to the Principal Investigators
- **July 1, 2026:** Earliest date FY2027 awards may begin

4 PROGRAM PURPOSE

The PRG program, which includes two funding tracks outlined below, is designed to support work that:

- represents new or expanded research and development activity for the university;
- falls within both the university's and the academic unit's identity, goals and mission; and
- is disseminated, through professional review, outside of the university.

Special priority will be given to projects involving cross-disciplinary collaboration and student involvement, as further described in these guidelines.

4.1.1 The Research Development Track

This track provides funding up to \$15,000 for research projects needing seed money for a new research area for which external funding will be sought, or that will move an existing project to a new level of competitiveness for external funding, including developing new research technologies at NSU that enhance capacity to generate preliminary data.

4.1.2 The Research Scholar Track

This track provides up to \$3,000 for a small number of scholarly research projects that contribute to general disciplinary knowledge, but for which external funding is not a likely or expected outcome. Funding will support activities such as publications in scholarly journals, book chapters, or exhibitions, as examples. Applicants in the disciplines of Humanities and Social Sciences (including Education, Business and Law) are encouraged to participate.

5 ELIGIBILITY

Individuals who are eligible to apply for external awards under the [NSU Principal Investigator Eligibility Policy](#) can apply for PRG awards. This includes full-time faculty members, full-time research scientists, associate research scientists, full-time administrators with faculty rank, and professional staff (when research is part of their official duties). *Individuals requiring an exception to apply for external funds under the Principal Investigator Eligibility policy **are not eligible** to apply.* Individuals who serve as PRG reviewers are eligible to apply.

Eligible applicants **must have sufficient non-sponsored time available** to work on the PRG project.

Eligible applicants may only submit **submit one PRG application per grant cycle as lead Principal Investigator (PI)**, but an individual may participate as a collaborator on multiple applications. Applicants may not apply for both a Research Development and Research Scholar track in the same year.

Postdoctoral fellows, adjuncts, temporary employees, and visiting faculty members and scientists may serve as co-investigators but are not eligible to apply as the primary Principal Investigator of the project.

Past/current PRG recipients: FY2026 recipients may submit a proposal to the FY2027 competition, but **ONLY** if the project will be completed, with final report signed and submitted to prg@nova.edu, no later than April 15, 2026; otherwise, the proposal will not move forward for funding consideration.

Applicants who have received a PRG in other past competitions are eligible to apply, subject to the following conditions:

- Lead PIs receiving a PRG Research Development Track award within the past three years (i.e., awarded a PRG that started on 7/1/2023 or later) must have submitted at least one proposal for external funding as a PI or Co-I on or after 7/1/2023 (which must be on file and verifiable by the Office of Sponsored Programs).
- PRG recipients with active awards that are in a no-cost extension period will be eligible to submit a new application; however, the active project must be complete with final report submitted, **prior to June 30, 2026**. **Failure to submit the Final Report by this date will result in forfeiture of new FY27 funding as well as ineligibility to submit in the next year's PRG competition.**
- Past PRG recipients who have overdue final PRG reports *will not be eligible* unless the outstanding final report has been received by the FY2027 PRG deadline (January 20th, 2026).

Past recipients with questions about the status of their reports should contact prg@nova.edu.

PRG and Quality of Life: Applicants should **not** submit the same project application for funding to **both** the PRG and the Quality of Life (QOL) Grant but should select the program that best fits the nature of their research. Information about the FY2027 QOL funding opportunity can be accessed from the QOL website (<https://www.nova.edu/qol>) and from the NSU InfoReady platform (<https://nova.infoready4.com>)

6 ALLOWABLE AND UNALLOWABLE COSTS UNDER PRG

The following items are examples of allowable expenditures for PRG awards:

- Students hired through the Office of Student Employment.¹
- Other temporary employee assistance.
- Equipment (to be owned by the university). Applicants are permitted to submit a one-page quote as an appendix to supplement their budget justification.
- Research supplies and instruments, including test materials or other specialized materials.
- Core facilities costs, lab services, or other specialized service costs needed for the research (include under "Other"). NSU core facilities should be utilized if the needs of the project call for core facilities that are available through NSU.
- Incentive payments to human subjects involved in the research. This includes direct costs for items such as gift cards, registration fees, or travel allowances paid to human subjects involved

¹ Student employees are permitted to work up to 20 hours a week when classes are in session and up to 37.5 hours a week when classes are not in session. The PI will determine the salary range which must be at least minimum wage. The PI will work with their College and the Office of Student Employment after a PRG award account is set up to create any student employment position.

² Consultants are members of a particular profession or who possess a special skill who are not NSU employees. Costs of consultants are allowable when reasonable in relation to the services rendered. Payment for consultants should be comparable to the normal or customary fees charged for comparable services. Anticipated consultant services must be justified and information must be furnished on each individual's expertise, primary affiliation, daily compensation rate, and the number of days of expected service. Consultants' travel costs, including subsistence, may be included. If the applicant's project is awarded, the consultant will be asked to provide his/her insurance information and execute an independent consulting agreement. Consultants do not include commercially available vendor services.

in the research project. The amount of incentive payments should be well-justified based on the research.

- Special promotional activities (i.e., advertising for special clients or student's participation, special seminars or conferences to promote activities, etc.).
- Focused travels for specific consultations/collaborations.
- Travel for formal presentation of scholarly work in professional venues.

*Note: International travel **must** be included and clearly described in the original budget. Re-budget requests for international travel after the proposal has been selected for funding will not be permitted.*

- Travel to collect data.
- Consultants²

The following costs **will not be** supported through PRG:

- Faculty development travel (i.e., attendance at professional meetings when not presenting).
- Faculty release time or supplemental pay.
- Salaries of regular full-time/part-time employees, excluding temporary employee assistance.
- Cash advances for any non-travel related expenses.
- Payments to collaborating institutions or consultants exceeding 30% of the total project costs (i.e., if a project budget is \$15,000 no more than \$4,500 may be requested for a subrecipient/consultant). This does not include payments to vendors for services.
- Conference travel costs for the purposes of dissemination of research results that exceed \$3,500 (*This restriction is only applicable to the Research Development Track*). There is no limit for travel associated with field activities necessary for the research.

7 APPLICATION PROCEDURES AND REQUIREMENTS

Proposals must be submitted via InfoReady. To start a new application, click on the "President's Research Grant" FY2027 funding opportunity from the InfoReady homepage at <https://nova.infoready4.com>. Instructions for using InfoReady can be found in Addendum I of this RFP and on <https://www.nova.edu/prg>.

7.1 PROPOSAL DEADLINE AND CONTENT

Applications must be submitted successfully in InfoReady no later than **January 20th, 2026, 5:00 p.m. EST.** The completed application package must include:

- Completion of all required fields (refer to Section 8.2 and Addendum I)
Note - the application form uses branching logic - some fields will become required depending on other answers within the application.
- Required and Optional Attachments (uploaded) (refer to Section 7.2, 7.4 and 8.3 for further instructions)

You will not be able to submit your application until all required fields have been completed. You will not be able to submit your application after 5:00 p.m. EST on January 20, 2026.

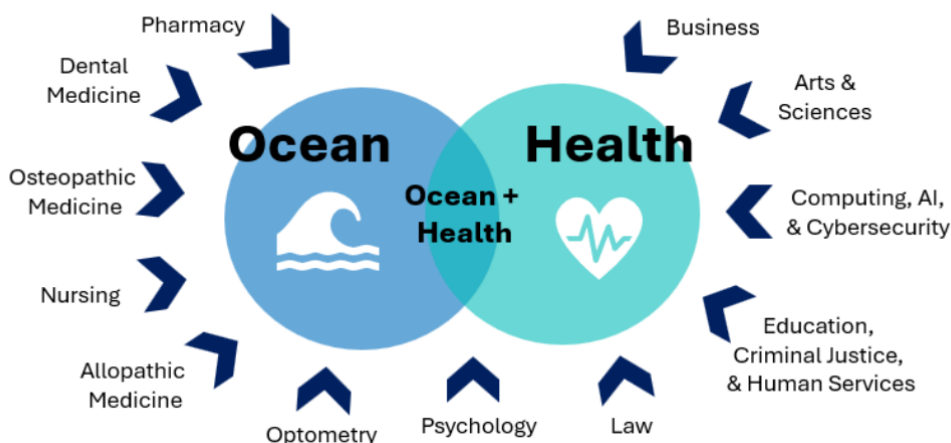
7.2 COMPETITIVE POINTS FOR COLLABORATIVE PROJECTS – FOSTERING CONNECTIONS WITH OCEAN & HEALTH DOMAINS (NEW)

This year's competition invites cross-disciplinary collaborations that transcend traditional boundaries by creatively integrating ocean and/or health domains, especially with fields not typically associated with them. By connecting NSU's established strengths in ocean/marine sciences and health/biomedical sciences with areas such as humanities, law, business, education, computing and beyond, the competition aims to spark novel synergies that are more likely to lead to transformative insights, innovative methodologies, and impactful solutions. These collaborations have the potential to advance both fundamental understanding and applied outcomes, laying the groundwork for future externally funded initiatives.

Projects that demonstrate connections involving the research domains of "Ocean" and/or "Health" as outlined below will be eligible to receive up to five (5) priority points for collaboration.

- **Ocean + Non-Ocean**
- **Health + Non-Health**
- **Ocean + Health**

Creating Entry Points for Connecting with the Ocean and Health Priority Areas



Applicants will be required to provide a separate narrative response describing the cross-domain collaboration, how it is necessary and adds value to the project (i.e., need for complementary skill sets), and the process by which integration of disciplinary approaches and/or perspectives will occur.

Collaborations may be external or internal. External collaborations require a letter of commitment from the collaborating organization. Internal collaborations require a Dean's Commitment Form (see section 7.4 below) from the participating researcher's Dean. All PDFs will be uploaded in InfoReady where indicated.

Note: Review panels will determine if the proposal meets this year's criteria for collaboration and how many of the additional 5 points will be awarded.

7.3 COMPETITIVE POINTS FOR PROJECTS INVOLVING STUDENTS

Student involvement means that one or more students will directly benefit from the project and be involved at the author-level (e.g. by participating in the production of a paper, poster or presentation from the project's results). A project identified as involving students must include a description of the students' roles on the project within the "Roles" section of the narrative (see Section 8.2.2 for instructions). PRG projects that involve students at the author-level will receive *up to* an additional 5 points.

While projects involving students are strongly encouraged, the faculty member's research should be the primary focus, in accordance with the purpose of the PRG program. **Support for a student's thesis or dissertation is only permissible if the PRG project is demonstrably advancing the PI's own research and capacity to pursue external funding, which must be evident in the proposal.**

Note: The proposal can only receive *up to* a maximum of 5 extra points for student involvement, regardless of the number of students on the project. **Review panels will determine if the proposal meets the criteria for student involvement and how many of the additional 5 points will be awarded.**

7.4 REQUIRED MATCH AND DEAN'S COMMITMENT FORM

At least half of the funding request for the proposed PRG project must be covered via a match from the academic unit(s).

Submissions must be approved by the PI's Dean **and the Dean(s) of any other academic unit(s) participating in the collaboration, whether or not the academic units are providing part of the required cash match.** Approval will be provided via the *Dean's Commitment Form(s)*, which can be downloaded from within the InfoReady application or from the PRG website (<https://www.nova.edu/prg>).

The Dean's Commitment Form indicates each participating Dean(s)' approval for all faculty members in their College to devote a portion of their non-sponsored effort to the project. The form also specifies the cash match amount from the Dean(s), if applicable, as well as the commitment of any other non-cash resources (for example, space, equipment, personnel time etc.) necessary to carry out the project. The total of all cash match, whether from one or multiple units, must equal at least half of the total PRG request.

Note: Matching dollars from the academic unit(s) must represent new allocations for faculty development and must not diminish existing resources for faculty support in the academic unit(s).

Instructions: Each Dean's Commitment Form **must** be downloaded (per above), completed/saved, and uploaded as a PDF file to the **Personnel** section of the InfoReady application under the **NSU Faculty** subheading (see Section 8.3 below). A separate form must be completed for each academic unit participating in the collaboration. If multiple NSU faculty are participating from the **same academic unit**, their names can be listed on one form which must be separately uploaded for each

faculty member from that unit. Each Dean's Commitment Form will indicate approval of the following:

- A. The faculty member's non-sponsored effort to the project (which cannot be used toward the match),
- B. The exact dollar match being contributed by the unit (the total cash match shown across all forms must equal at least half of the total request), and
- C. All other College/Unit resources (e.g., space, equipment, etc.) necessary to successfully carry out the project.

8 APPLICATION ORGANIZATION AND PROPOSAL CONTENT

This year, applications will be completed in *InfoReady*, by accessing the *President's Research Grant* open funding opportunity located at the bottom of the homepage (<https://nova.infoready4.com>). Applicants must complete all applicable required fields and attachment uploads and hit "Submit" prior to 5pm on Tuesday, January 20th, 2026. ***After the deadline, InfoReady will automatically close the submission window and disable the "Submit" function. Applications that have been initiated but not submitted by 5pm will not move forward in the review process.***

8.1 IMPORTANT TIPS FOR USING INFOREADY AND SUBMITTING YOUR APPLICATION

- Access InfoReady as described in Addendum I (NSU users can sign in through SSO).
- You can move between sections of the application at any time by clicking the section name on the left.
- Save your application draft often (click "Save as Draft" button on bottom left) to ensure that information entered is not lost.
- The InfoReady PRG application uses branching logic to identify required fields, so subsequent required fields may appear depending on your previous answers within the application.
- Applicants must hit the "Preview" button in the bottom right hand corner of the last section of the application before the "Submit" button will be available. **Once you click "Submit," you cannot make proposal edits.**
- Incomplete/blank required fields will be highlighted in red upon attempting to submit the application. **Submission will not be possible until all required fields are complete.**
- Applications (with attachments) may be downloaded as a PDF by clicking the PDF button on the top right from within the application.
- **Don't wait until the last minute! Please allow sufficient time to resolve any issues and submit your proposal on InfoReady before the 5:00 p.m. deadline on January 20, 2026.**

8.2 INFOREADY PRG APPLICATION REQUIREMENTS

The sections below provide an overview of the PRG application in InfoReady. Forms to be uploaded can be downloaded under "Application Instructions" on the left hand menu of the InfoReady application. Instructions to Access/Use InfoReady are also included as Addendum I to this RFP.

8.2.1 Title and General Information Section

Enter the project title, PI's first and last name, and PRG track you are applying to (See Section 4). Specify if the research is qualitative, quantitative or mixed methods; if the research is connected to any NSU institutes; if the research will require the use of any NSU core facilities or NSU Health resources; the location(s) of the research activity; the type of research; and if the application is a resubmission from the FY26 competition cycle (optional, see below).

Resubmissions: Applicants who were unfunded in the previous (FY26) cycle may choose to classify that proposal as a resubmission in this section (optional). If the application is indicated as a resubmission, the following information will be required:

- An Introduction **(limited to 3,000 characters)** that clearly articulates the additions, deletions and/or changes addressing the reviewers' concerns from the prior year's review (The assigned new reviewers for your resubmission will be provided reviewer comments/scores from the prior year's proposal review).
- The Project Title for your FY27 resubmission must be the same as the prior year's title.
- Resubmissions are subject to the same scoring criteria as new proposals; addressing the prior panel's concerns does not guarantee funding in the current competition.

8.2.2 Personnel Section

Form templates: The Dean's Commitment form template and optional Biographical Sketch template may be downloaded from this area of the application.

NSU Faculty: **(The first entry in this section must be the Principal Investigator):** Enter the individual's name, terminal degree, College/Unit, Department, position title, project role (select), and NSU email. All fields are required. *Please verify accuracy, as information will be used for award/recognition purposes, if the project is funded.* You must also upload a Dean's Commitment Form and a Biographical Sketch where indicated (see section 7.4 above and 8.3 below for instructions on completing these documents). **All NSU Faculty involved in the project need to be included in the Personnel section with the appropriate documentation (Biographical Sketch and Dean's Commitment Form).**

Other named NSU personnel on the project in addition to the PI may be added by clicking "Add new" at the bottom of the section and following the same instructions as above for each faculty. One Dean's Commitment Form including all faculty names from the same academic unit must be uploaded separately for each faculty from that unit. Do not list individuals in the Roles section of the narrative unless you have also entered their information in this section, with documents uploaded.

NSU Students (Competitive Points): Specify if NSU students will be involved in the project by choosing "Yes" or "No". Provide the number of students. If students have been identified at the time of application, provide the name, degree level being pursued, College, and NSU email address. Additional students can be added to the form by selecting "Add new" at the bottom of the section. *Please verify accuracy, as information will be used for award/recognition purposes, if the project is funded.* For students who have not yet been identified, follow the prompts to include how you will select the student(s) and their current academic stage. Ensure you describe the roles of collaborating NSU students in the "Roles" section of the Proposal Narrative (see 8.2.4).

Projects Fostering Connections with Ocean & Health Domains (Competitive Points): If you are seeking priority points for collaborative projects that foster connections with ocean & health domains (see Section 7.2), you must describe the cross-domain collaboration, how it is necessary and adds value to the project (i.e., need for complementary skill sets), and the process by which integration of disciplinary approaches and/or perspectives will occur. External collaborations require a Letter of Commitment from the collaborating organization(s), uploaded in this Section. Additional external collaborators can be added to the form by selecting “Add new” at the bottom of the section. Internal collaborations require a Dean’s Commitment Form from the participating researcher’s Dean, uploaded as described in section 7.4 above. Individual roles should be described in the “Roles” section of the Proposal Narrative (see 8.2.4).

8.2.3 Compliance Section

Answer the compliance questions to communicate the nature of your research and indicate what approvals your project will need prior to the release of funding if you are awarded. Applicants who receive PRG awards are to follow the applicable policies and procedures for research compliance including Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Institutional Biosafety Committee (IBC), Radiation Safety, or Export Control if applicable. The questions included in this section mirror those found with Cayuse, NSU’s proposal and award management system. Please ensure that accurate information is provided.

8.2.4 Proposal Narrative Sections

All narrative responses should be written using a formal scientific style that is understandable to reviewers **who are not specialists** in your area of research. All important technical abbreviations, equations, formulae, jargon, software programs, and highly specialized terminologies should be explained in lay terms. A scoring rubric is available on the PRG website.

Please take note of and adhere to specified character limits for each proposal narrative section, **which include spaces**. *InfoReady will not allow text exceeding the character limits, including text pasted from another application such as Word. Also, rich text formatting is not enabled in text responses.*

- **Abstract (limited to 2,500 characters)**: Provide an abstract or structured summary of the proposed work, with emphasis on need/background, rationale, methodological design and material/data analysis, and significance of the study.
- **Background and Significance (limited to 12,000 characters)**: Establish the context and rationale for the project and why it is timely, necessary, or innovative. Explain the significance and innovation of the project, according to the literature, and the potential impacts. If there are no preliminary data presented, the literature should establish the basis for feasibility of the proposed work.
- **Objectives (limited to 4,000 characters)**: State the objectives/aims and summarize the expected outcomes. Describe what problems or knowledge gaps will be solved by the completed project.
- **Plan of Work (limited to 8,000 characters)**: Describe the structure and organization of the project and outline the timeline and sequence of tasks to be completed, including project phases and milestones. Describe the environment in which the work will be conducted (location, equipment, facilities, resources). Applicants may include a one-page timeline graphic (table/chart) as an optional attachment that can be uploaded to this section. In combination with the Roles and

Qualifications section, this section establishes the project's feasibility and likelihood of success. *Research Scholar Track applicants may address their research design in this section, as appropriate.*

- **Roles and Qualifications** (*limited to 4,000 characters*): Describe the roles and qualifications of the PI, other faculty, collaborators, and students. Describe the team's experience to conduct and manage the project. Clarify responsibilities of team members, including student roles. Refer to sections 7.2 and 7.3 above for information about projects involving students and collaborators. *NSU Faculty named in the project also need to be added in the Personnel section with the appropriate documentation uploaded (Biographical Sketch and Dean's Commitment Form).*
- **Methodology and Design** (*limited to 8,000 characters, Not Needed for Research Scholar Track*) – Describe and justify your research methods and experimental design (qualitative, quantitative or mixed methods), sampling strategy and population, data collection tools/techniques, statistical tests/data analysis and interpretation, and software or databases to be used. If the focus of the proposed project is to develop a new technology at NSU, describe how this new technology will advance the research. Describe any limitations or procedural challenges and alternative approaches.
- **Past PRG Performance:** If you have received a PRG (formerly PFRDG) award in the last 3 years, for your most recently completed award, please provide:
 - 1) The title, index number, awarded amount and period of support for the project;
 - 2) A narrative (*limited to 2,000 characters*) addressing a summary of the results/description of outputs and outcomes (upload your Final Report as an attachment in this section); publications and any external submissions resulting from the award; and, if appropriate, a description of the completed work's relationship to the proposed work.
- **Line-Item Budget** - Provide a line-item budget by downloading and completing the template (refer to examples of eligible and ineligible costs described in section 6). Make sure the line-item budget is consistent with the budget narrative section below. Research Development requests may not exceed \$15,000. Research Scholar requests may not exceed \$3,000. Upload the completed form to the Line-Item Budget Upload field.
- **Budget Narrative & Justification** (*limited to 4,000 characters*): Explain requested costs in sufficient detail to demonstrate they are reasonable and necessary to the project's objectives/activities. Research-related and conference-related travel should be relevant and necessary to the work or dissemination of project results. *Note: International travel must be justified in the application (funds may not be rebudgeted for this purpose after award).* The budget narrative should align to the "Line-Item Budget" section of the application. Purchases made with PRG funds are subject to NSU policies and procedures and all materials purchased with grant funds (i.e., office supplies, computer equipment, etc.) are considered property of NSU.
- **Dissemination** (*limited to 2,000 characters*): Explain how the findings and/or new technologies will be disseminated to a wider audience.
- **External Funding** (*Not Needed for Research Scholar Track, limited to 3,000 characters*): As part of the Research Development Track's purpose, PI's are expected to pursue external funding to build upon their research. In this section, provide a detailed explanation of your plans to obtain external funding which could include the following:
 - a. *A description of the external funding opportunities to which you plan to apply.* Include the funding agency, anticipated due date, length of award, award ceiling, and how the opportunity is appropriate to your project.

- b. *A proposal action plan and timeline of activities for a potential proposal submission to an external funding entity.* Note that any submissions resulting from a PRG award should be included in the final report and indicated in the external submission's Cayuse Proposal Record.
- c. A publication plan with targeted journals listed. For projects focused on developing a new technology at NSU, describe how the new technology will increase the investigator's capacity to apply for and obtain external funding.
- **References Cited (required):** This section must include bibliographic citations only and must not be used to provide additional narrative. *You can upload a .pdf of your references cited page, or you may choose to add your references as text into the rich text editor box.*

8.3 ATTACHMENTS

Documents should be uploaded as PDF files where indicated (see Addendum I for further information). The entire application package, when completed, MAY NOT EXCEED 10MB.

- **Dean's Commitment Form(s) (required):** Upload a signed Dean's Commitment Form as a separate attachment for each NSU faculty to document approval of the PI and other investigators' effort, the respective portion of match, and other resources supporting the project. A separate form is required for each collaborating academic unit, if applicable. Multiple names may be listed on one form for faculty members from the same academic unit (this form may be uploaded separately to each faculty member from that unit in the NSU Faculty section). *A Template is available in InfoReady. Save attachment(s) as: Dean's Commitment Form_College name.*
- **References Cited (required):** See Section 8.2.4 above for instructions. *If uploading as an attachment, save attachment as: References Cited and upload under the References section.*
- **Biographical Sketches (required):** In NSU Faculty section, upload separately for all named personnel not to exceed 5 pages each. Biographical Sketches that exceed 5 pages will be abbreviated to five pages prior to review. *Optional template is available in InfoReady.*
- **Timeline Table Attachment (optional):** You have the option to upload a one-page timeline table to supplement your feasibility statement. *Save attachment as: Timeline_table, and upload under the Feasibility section of the online application.*
- **Final Report (past recipients only):** Upload the final report of your last funded PRG (i.e., PFRDG) application within the last 3 years, if applicable. *Save attachment as: Final report_name. and upload to the Past PRG Performance section in the Final Report Attachment area.*
- **Letters of Collaboration (required for external collaborators):** Upload under the External Collaborators subheading in the Personnel section of the application for each external collaborator on official letterhead. *Save attachment as: Letter of Collaboration_partner name.*
- **Other Attachments (optional) –** You may upload a file to show images, graphics and figures (not additional text) that are essential to understanding. Images/graphics/figures should be clearly labeled and referenced within the text responses. Upload to the Other Attachments section of the application. *Save Attachment as: Other_description.*

9 PROPOSAL REVIEW PROCESS

Proposals will be screened by the Office of Sponsored Programs. A 24-hour cure period may be given to address substantive issues of non-compliance. If the proposal is not in compliance after the cure

period, it will not proceed for further review. Proposals in compliance will be forwarded electronically to a review panel.

Proposal will be reviewed and rated by panels comprised of NSU faculty/researchers, including past PRG awardee and led by a panel chair responsible for facilitating panel reviews and proposal discussions, and for overseeing collection of reviewer scores submitted through InfoReady. Each panel will collaboratively determine the scores for each application. A sample of the *PRG Scoring Rubric* is located under the PRG Application Instructions section within InfoReady, as well as on the PRG website at <https://www.nova.edu/prg>.

Applicants are reminded to write their proposals for a general audience and provide sufficient explanation of any technical information, so content is understandable to non-experts in the field. Jargon should be avoided.

Reviewers will adhere to a strict timeline for reading and evaluating the proposals. Once all reviews are complete, the OSP will tabulate scores and submit a ranking report to the Senior Vice President in the Division of Research (SVP-DoR). Funding recommendations will be presented by the SVP-DoR to the President, who will make the final selection of award winners. Notification letters are set for distribution in late June. Funded projects may begin July 1, 2026, pending compliance with post-award procedures.

10 AWARD RECOGNITION

Each year, the President recognizes participants in the PRG competition on the PRG website. Details will be announced after award decisions are made. For information on past winners, please visit PRG website, <https://www.nova.edu/prg>.

11 POST-AWARD REQUIREMENTS

Principal investigators of awarded projects will be required to complete a final report of outcomes within 90 days of the conclusion of their projects. PRG Research Development Track recipients are expected to pursue, submit for, and report on external funding resulting from the project (which is done either during the PRG final report and/or as part of the external proposal routing and approval process). Principal investigators will also be expected to provide service to the PRG program by serving as a reviewer in the next year's competition. Prior to award closure, PI's have the opportunity to submit a standard request for a no-cost extension of up to one year. Second no-cost extensions will require further justification and extenuating circumstances. Under very few circumstances will a third no-cost extension be granted.

12 CONTACT INFORMATION

For questions regarding the PRG application, please email prg@nova.edu.